

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
DECEMBER 6, 2016**

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, December 6, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, Vice-Chairman John Donnelly, Kay Detwiler, Ronnie Lafever, Jere Mason, Jim Martin, Dale Moss, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Chris Mabery, Bill Voible, Mike Ray, Mike Lynch, Charles Whittenburg, Ron Taylor, and Lindsay McReynolds.

ITEM 1: APPROVE THE DECEMBER 6, 2016 AGENDA.

The agenda for the December 6, 2016 meeting was approved by mutual consent.

ITEM 2: MINUTES OF THE NOVEMBER 1, 2016 MEETING.

Mike Atwood moved to approve the November 1, 2016 Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: PUBLIC HEARING PROPOSED SUBDIVISION REGULATIONS AMENDMENT

The subcommittee met twice and recommends that the existing language be amended immediately to remove additional right-of-way on state routes and when only a boundary line is being changed (no new lot being created). The committee also recommends that over the next six months, all plats on county streets classified as collectors be reviewed in light of the previously proposed amendment to make sure that the proposed language will accomplish the goals of the planning commission. The committee did not want to rush to make changes and then see a problem arise with the changes. The subcommittee recommends the following for immediate implementation:

k. **Additional Right-of-Way Width on Existing Streets**

Subdivisions that adjoin existing roads and highways shall dedicate additional right-of-way to meet the above minimum street width requirements.

- (1) The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.
- (2) When the subdivision is located on only one side of an existing street, one-half (1/2) of the required right-of-way, measured from the center line of the existing roadway, shall be provided.
- (3) The dedication of additional right-of-way shall not be required on streets or routes maintained by the State of Tennessee.
- (4) When no new lot is being created and only the boundary between existing tracts or lots is being moved, the dedication of additional right-of-way is not required.

Chris Mabery asked if a house being divided off of a farm would be exempt as that is not increasing the density of development. Planning Director Rush stated that since that would not be a lot line adjustment and they are creating one new lot, that type of division would not be exempt and would be looked at on a case by case basis. The public hearing was closed at 6:15 P.M. with no further comments.

ITEM 4: PROPOSED SUBDIVISION REGULATIONS AMENDMENT

Mike Atwood moved to accept the recommendation of the subcommittee and amend the subdivision regulations by adding, "(3) The dedication of additional right-of-way shall not be required on streets or routes maintained by the State of Tennessee," and "(4) When no new lot is being created and only the boundary between existing tracts or lots is being moved, the dedication of additional right-of-way is not required," to Article III, Section B(2)k of the subdivision regulations. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 5: SUBDIVISION PLATS

A. MICHAEL RAY DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This plat is to create one lot with an existing house on Buck Mountain Road from Parcel 044.03 on Map 042. The remainder will be greater than five acres. The house is currently accessed by a driveway on an adjoining parcel. The driveway contains an easement for access by an adjoining property but not the house on the proposed lot. The house is using that easement for ingress and egress but does not have legal access via the easement. The lot does have frontage to

accommodate a new driveway. The intent is to be able to restrict access off the easement when the property sells to someone outside the family. Buck Mountain Road is a collector street and the required right-of-way is not dedicated. The lot will be served by a six inch water line. There is a set of stairs that accesses the second floor deck that slightly encroaches into the side setback. The house complies with all setbacks. They are requesting to use the existing right-of-way or use a reserve area instead of the required dedication. After much discussion, John Donnelly moved to approve the final plat with a variance on the stairway encroachment, with a variance on the dedication and allowing the use of the reservation strip, and the setback starting at the interior edge of the reservation strip, subject to the addition of a plat note stating, "Right-of-Way Reservation Area / Reservation Strip: This is the area between the existing or dedicated right-of-way and the edge of the right-of-way required for the classification of the street as specified in the adopted Land Use and Transportation Policy Plan or these subdivision regulations. This area shall be reserved for future right-of-way expansion and no buildings, septic systems, or other accessory structures such as gazebos or carports shall be placed in the reservation area. Only parking, driveways and landscaping are allowed in the reservation area. The reservation area will be owned fee simple by the lot owner, until such time that said reservation area is purchased as right-of-way" upon finding that the lot does not alter the density of lots. Motion was seconded and approved with all members voting yes, except for Kay Detwiler voting no and with Chairman Wright abstaining.

B. LOT LINE ADJUSTMENT OF TRACT 2 OF THE RAY DIVISION FINAL PLAT (PLAT CAB D SLIDE 172A IN THE PUTNAM COUNTY REGISTER OF DEEDS OFFICE), CLINTON SURVEYING, COOKEVILLE, TN

This plat is to adjust the existing boundary between parcels on Buck Mountain Road, specifically Parcels 044.01 and 044.05 on Map 042. No new lots will be created by this adjustment. Parcel 0044.01 will be increased to 0.95 acres and the remainder of 044.05 will be greater than five acres. Currently Parcel 044.05 wraps around Parcel 044.01 with 114 feet of road frontage on the west side and 20 feet on the east (between 044.05 and the Michael Ray Property (Parcel 044.03 on Map 42, see Item 5A above). This proposed adjustment will give all of the road frontage on the west of Parcel 044.01 to Parcel 044.01, leaving Parcel 044.05 a flag lot. The width of the strip has NOT been increased to 25 feet. This is the driveway that has the easement as shown on the Michael Ray Division Final Plat above. Buck Mountain Road is a collector street and the additional right-of-way dedication is not required since the subdivision regulations were amended earlier in the meeting. The reason that the 20 foot access strip was not increased to 25 feet is that a garage /out-building will then be across the property line. The house on Parcel 044.01 complies with all setbacks. Jim Martin moved to approve the plat without any additional width on the strip to the remainder of the property upon finding that the remainder is exempt from the subdivision regulations.

C. BULLINGTON-STUDDARD DIVISION FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

This plat is to divide property on Gainesboro Grade, Tax Map 039E, Group B, Parcel 013.00, into two tracts for commercial use. On Tract 1, there is a barn and metal building. This tract will be 3.10 acres in size and has a septic system for the metal building. Tract 2 will be 2.72 acres. This lot has been stripped of all its topsoil, therefore no septic can be installed on the tract. The proposed use is a small retail store. They are proposing to combine a 0.72 acre lot (Map 039E, Group B, Parcel 007.00) which has an existing house on the opposite side of Gainesboro Grade with Tract 2. They intend to demolish the existing house and barn and bore under Gainesboro Grade and pump into the septic system on that lot. John Donnelly moved to approve the plat subject to both TDOT and TDEC approving the unusual septic situation by signing the plat, with a note stating that the lot being used for the septic cannot be used for any other purpose until such time as sewer service becomes available, or another septic system is provided on the northeast side of Gainesboro Grade for the lot. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 6: ACCEPTANCE OF NEW STREETS—PINNACLE VIEW IN PINNACLE VIEW SUBDIVISION

Developer has requested that Pinnacle View be accepted by the county. Developer has submitted all required documentation, including warranty contract, cost letter, etc. Planning Commission Engineer Patrick Rinks reported that improvements are complete except for the stop sign which has been paid for and will be installed by the County. Kay Detwiler moved to recommend that the county commission accept the street. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 7: REPORT ON ADMINISTRATIVELY APPROVED PLATS---**A. Brandon Fox Division Final Plat, Jackson Surveying, Cookeville, TN.**

One Lot--- from Parcel 032.04 on Tax Map 093---Admin. Approval 10/29/16.

B. Eugene Goodman Division Final Plat, Whittenburg Surveying, Cookeville, TN.

Line adjustment between two adjacent parcels---Parcels 059.00 and 062.00 on Tax Map 117---Admin. Approval 11/13/16.

C. Thomas Phy Subdivision Final Plat, Whittenburg Surveying, Cookeville, TN.

Line adjustment between two adjacent parcels---Parcels 043.00 and 043.10 on Tax Map 027---Admin. Approval 11/21/16.

D. Two Lot Subdivision of Jimmie and Sharon Robinson Property Final Plat, Vick Surveying, Cookeville, TN.

One Lot--- from Parcel 031.12 on Tax Map 056---Admin. Approval 11/23/16.

E. Court Ordered Redivision of Lots 32 & 33 Heathrow Subdivision Phase II Final Plat, Whittenburg Surveying, Cookeville, TN.

Line adjustment between two adjacent parcels---Tax Map 083H, Group A, Parcels 031.00 and 032.00---Admin. Approval 11/28/16.

ITEM 8: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision--- Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates--- Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Hensley Heights Phase III Preliminary Plat--- Chris Vick Surveying. Conditional preliminary approval 9/6/16.

(Note regarding Rivergate and Beckner Estates---discussed removing Rivergate from list due to sale of property but Planning Commission decided to leave on list. Regarding Beckner Estates, Planning Director Rush sent letter to Developer and has not received response.)

ITEM 9: OUTSTANDING LETTERS OF CREDIT--None**ITEM 10: OTHER BUSINESS**

- Staff Report from Patrick Rinks
- Staff Report from Kevin Rush
- Other matters if necessary

ITEM 11: ADJOURN

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, January 3, 2017 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Secretary


Date


Date

2017-01-03
1-3-17

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
NOVEMBER 1, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, November 1, 2016, in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, John Donnelly, Kay Detwiler, Ronnie Lafever, Jim Martin, Jere Mason, Dale Moss, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Brandon Richards, Charles Whittenburg, Bill Verble, Scott Nicholson, Attorney Bo Murphy, Attorney Brett Knight, Chris Mabery, Taylor Dillehay, Rusty Norrod, Chris Vick, County Road Supervisor Randy Jones, and Lindsay McReynolds.

ITEM 1: APPROVE THE NOVEMBER 1, 2016 AGENDA

The agenda for the November 1, 2016 meeting was approved by mutual consent.

ITEM 2: MINUTES OF THE OCTOBER 4, 2016 MEETING

Jim Martin moved to approve the October 4, 2016 Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: PUBLIC HEARING PROPOSED SUBDIVISION REGULATIONS AMENDMENT

Article III, Section B(2)K, should be replaced in its entirety with the following:

k. ADDITIONAL RIGHT-OF-WAY ON EXISTING STREETS

1. When applicable, the layout of a street(s) shall conform to the routing depicted upon the Major Street Plan. The amount of right-of-way required for the type of street, at the discretion of the planning commission, shall be dedicated up to a maximum of 60 feet in width. When the existing right-of-way is less than the required right-of-way for the type of street, at the discretion of the planning commission, the developer may show on the face of the plat an additional area "reserved for future right-of-way" between the existing right-of-way and the required right-of-way. Any required yard area shall be measured from the reservation line. No septic system or field lines shall be permitted in the reservation area.
2. Developed Property. When property containing existing structures is being divided simply to place each structure on a separate lot and the future right-of-way will fall within an existing structure footprint, the applicant shall be required to note on the face of the plat any additional area necessary for compliance with the Major Street Plan "reserved for future right-of-way." The plat shall also contain a note stating, "When any existing structure is destroyed, the setback requirements for any new structure shall be measured from the reservation line."
3. Required Improvements or Dedications. In addition to the above requirements, a traffic impact study may be required in accordance with the Traffic Impact Study Guidelines. Any required on- or off-site street improvements shall be made by the developer upon property that the developer controls and/or upon public property.
4. When no new lot is being created and only the boundary between existing tracts or lots is being moved, then the dedication of additional right-of-way and reservation area are not required.

The following comments were made during the public hearing:

Kay Detwiler was concerned that the phrase "at the discretion of the planning commission" was too vague. John Donnelly stated that everything is at the discretion of the planning commission. Phil Wilbourn stated that we need to tighten down the language, and that in bullet point #2, the language should be "destroyed or removed".

Charles Whittenburg stated that he was in favor of exempting state routes, that the planning commission could accomplish what it was trying to do with right-of-way reservation areas which will allow the owner to keep his property and get paid for it if the right-of-way is ever purchased. He stated that he knew the law as well as anybody, and that in Tennessee, right-of-ways are really prescriptive easements that can only be expanded by purchasing additional easements. He further stated that the county has been using dedication to take additional property without buying it, and that he does not like the proposed traffic study and thinks the planning commission should do away with all dedication.

Kay Detwiler stated that the planning commission has to plan for the future, not just look at what is existing. Kay also stated that usually, the owner has benefitted by lower taxes on the farmland that is being subdivided.

County Road Supervisor Randy Jones stated that he thought the right-of-way reservation was the way to go. Bill Verble stated that he is losing money by buying a smaller lot for the same amount of money. Rusty Norrod agreed with the right-of-way reservation and thought that not requiring any new right-of-way or reservation on lot line adjustments was a good idea too since there is not any new lot being created.

Chairman Wright asked if we should wait on this matter for another month to have another public hearing, and form a subcommittee to look at it.

ITEM 4: PROPOSED SUBDIVISION REGULATIONS AMENDMENT

Kay Detwiler moved to defer action on this amendment to have another public hearing at the December meeting and for the chairman to appoint a committee to study the amendment and report back at the December meeting. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 5: SUBDIVISION PLATS

A. MONTGOMERY-GRIMES ADJUSTMENT FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

This is a simple transfer of approximately 0.5 acres from a 4 acre tract to a 3 acre tract on Slim Bray Road. Gary Montgomery (Parcel 099.03 on Map 084) wants to purchase 0.5 acres from Rona Grimes (Parcel 099.00 on Map 084). There is a house on the Grimes tract that violates the front setback. A six inch water line is proposed along the new road. Rusty Norrod asked to keep the existing road right-of-way as this would give the adjoining property owner more road frontage and not to have to do any right-of-way reservation. The existing right-of-way is 15 feet off center. After some discussion, Jim Martin moved to approve the plat with a variance on the house being in the setback, and not require any additional right-of-way or reservation area due to no new lot being created, with the front setback being 45 feet from the center of Slim Bray Road. Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. MICHAEL RAY DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This plat is to create one lot with an existing house on Buck Mountain Road from Parcel 044.03 on Map 042. The remainder will be greater than five acres. The house is currently accessed by a driveway on an adjoining parcel. The driveway contains an easement for access by an adjoining property but not the house on the proposed lot. The house is using that easement for ingress and egress but does not have legal access via the easement. The lot does have frontage to accommodate a new driveway. The intent is to be able to restrict access off the easement when the property sells to someone outside the family. The lot will be served by a six inch water line. There is a set of stairs that accesses the second floor deck that slightly encroaches into the side setback. The house complies with all setbacks. Buck Mountain Road is a collector street and the required right-of-way has not been dedicated and they are requesting a variance from that requirement.

John Donnelly stated that they do not have to use the easement as they have adequate road frontage, and moved to approve the plat with a variance on the stairs encroaching the side setback and to grant a variance on the right-of-way requirement. After some discussion, this motion was withdrawn by John Donnelly.

After more discussion, Phil Wilbourn moved to defer the plat until the December 6, 2016, meeting. Motion was seconded and approved with both Chairman Wright and Dale Moss abstaining.

C. TAYLOR AND CHRISTINE MANSELL DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This plat is to divide one lot with an existing house on Highway 70 East into two parcels, from Parcel 024.01 on Map 097. Highway 70 East is an arterial street and the required right-of-way is dedicated. The lot will be served by a six inch water line. The house violates the front setback of 50 feet slightly. Planning Director Rush stated that he thought the design of the subdivision could be improved. As proposed, both lots will be

"wedge or pie" shaped. In this case, a better design would be to have one of the lots be a flag lot that sits behind the front lot. Planning Director Rush stated that what will probably happen after the lots sell, is that the new owners will want to square off the lots into a lot with flag lot behind it. He stated that the proposed layout did comply with the subdivision regulations. John Donnelly moved to approve with a variance on the setback. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 6: ACCEPTANCE OF NEW STREETS--NONE

ITEM 7: REPORT ON ADMINISTRATIVELY APPROVED PLATS---

A. Ronald and Ann Oeller Property Final Plat, Whittenburg Surveying, Cookeville, TN.

One Lot--- from Parcel 110.00 on Tax Map 087. Admin. Approval 10-16-16.

B. Joe Bradley & Patience Wilmoth Final Plat, Whittenburg Surveying, Cookeville, TN.

Line adjustment between two adjacent parcels. Parcels 054.02 and 054.03 on Tax Map 042. Admin. Approval 10-17-16 with variances for sheds in side setback.

C. Paul Flatt Final Plat, Jackson Surveying, Cookeville, TN.

Combined three lots into one lot--- into Parcels 004.07 on Tax Map 082. Admin. Approval 10-17-16.

D. Danny Wayne Roberts Division Final Plat, Whittenburg Surveying, Cookeville, TN.

Created one lot with the remainder over five acres. Parcel 082.00 on Tax Map 039. Admin. Approval 10-25-16.

ITEM 8: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Hensley Heights Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 9/6/16.

ITEM 9: OUTSTANDING LETTERS OF CREDIT--None

ITEM 10: OTHER BUSINESS

- Staff Report from Patrick Rinks—None.
- Staff Report from Kevin Rush—Pinnacle View Road will be brought before the Planning Commission for acceptance next month.
- Other matters if necessary: Kay Detwiler stated that this year she had trouble with the State ethics disclosure submittal that all planning commission members across the state have to do. She stated that she submitted it online, but the system did not record her submission. She warned the planning commission members to make sure they get the email confirmation or print and mail the forms.

ITEM 11: ADJOURN

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, December 6, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Date


Secretary


Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
OCTOBER 4, 2016**

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, October 4, 2016, in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Vice-Chairman John Donnelly, Secretary Mike Atwood, Jim Martin, Ronnie Lafever, Dale Moss, and Phil Wilbourn. Kay Detwiler and Jere Mason were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Chris Vick, Charles Whittenburg, Ron Taylor, Chris Mabery, Lauren Shibakov, Nichole Vaughn, and Lindsay McReynolds.

ITEM 1: APPROVE THE OCTOBER 4, 2016 AGENDA.

The agenda for the October 4, 2016 meeting was approved by mutual consent.

ITEM 2: APPROVE THE MINUTES FOR SEPTEMBER 6, 2016 MEETING.

John Donnelly moved to approve the September 6, 2016 as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: DISCUSSION ITEMS – STAFF PROPOSAL ON RIGHT-OF-WAY DEDICATION SUBDIVISION REGULATION AMENDMENT

Article III, Section B(2)K, should be replaced in its entirety with the following:

k. ADDITIONAL RIGHT-OF-WAY ON EXISTING STREETS

1. Planned Routing. When applicable, the layout of a street(s) within a subdivision shall conform to the routing depicted upon the Major Street Plan. The amount of right-of-way for the type of street required shall be dedicated up to a maximum of 60 feet in width. Where any street so depicted requires a right-of-way greater than 60 feet in the discretion of the Regional Planning Commission, then the developer shall show on the face of the plat an additional area "reserved for future right-of-way" and any required yard area shall be measured from the reservation line. No septic system or field lines shall be permitted in the reservation area.
2. Developed Property. When property containing existing structures is being divided simply to place each structure on a separate lot and the future right-of-way will fall within the existing structure footprint, then the applicant shall be required to note on the face of the plat any additional area necessary for compliance with the Major Street Plan "reserved for future right-of-way." The plat shall also contain a note stating, "When any existing structure is demolished, the setback requirements for any new structure shall be measured from the reservation line."
3. Required Improvements or Dedications. In addition to the above requirements, a traffic impact study may be required in accordance with the Traffic Impact Study Guidelines. Any required on- or off-site street improvements shall be made by the developer upon property that the developer controls and/or upon public property.

After reviewing the proposed language and much discussion, the planning commission made some changes. After making those changes, Jim Martin moved to approve the language in principle with Chairman Wright and Planning Director Rush wordsmithing the language prior to the public hearing at the next meeting. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: SUBDIVISION PLATS

A. PINNACLE VIEW FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This is a final plat that was originally submitted for preliminary approval as Christopher Division on 6-2-15. This plat contains 17 lots on 28.54 acres off of Buck Mountain Road, from Parcels 15.00 and

15.01 on Map 52 and Parcel 1.06 on Map 51. Christopher Vaden is the owner/developer. There is one proposed road, Pinnacle View Lane, approximately 1150 feet long with one proposed entrance to the subdivision. There is a proposed 6-inch waterline and 3 proposed fire hydrants that will be installed throughout the subdivision. Planning Director Rush stated that Buck Mountain Road is a collector street and would require a 30 foot off center right-of-way, which was shown on the plat. Planning Director Rush stated that based on his and Planning Commission Engineer Rinks' recommendation, the proposed road was moved to align with Whites Point Drive. They have decided to use curb and gutters on the road instead of the traditional ditching. Chris Vick stated that the developer is considering making sidewalks required, and to be installed by the owner of each lot as part of the subdivision covenants but has decided against requiring sidewalks. During discussion of the revised preliminary plat, it was noted that a pond sharing agreement will be required for the four lots that will share the pond. The pond sharing agreement had been presented to Planning Director Rush, who recommended some changes. During a site visit, Planning Director Rush and Planning Commission Engineer Rinks noted what appeared to be the remnants of standing water in 4 places on Pinnacle View Drive.

After meeting onsite again with Randy Jones, Engineer Lauren Shibakov, Nichole Vaughn and Scot McDonald from Highways, Inc. and after bringing a water truck on site and dumping water on the four sites, it was noted that three of the sites, with a little grinding, would be acceptable. One site in front of Lot 16 would require the addition of a drainage catch basin and piping to an existing drain. After seeing the shading on the plat representing the area reserved for septic, Rinks questioned whether Lot 16 was buildable. All infrastructure has been installed. The hydrants are installed and shown on the plat. John Donnelly moved to approve the Pinnacle View final plat subject to all catch basins being added to the plat, the installation of the catch basin and drain pipe in front of Lot 16, and all plat signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. DEERFIELD POINTE SUBDIVISION PHASE II REVISION TO LOT 7, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a simple transfer of property from a large tract to an existing lot. Lot 7 (Map 094b, Group B, Parcel 7.00) of Deerfield Pointe Subdivision fronts on Dogwood Drive. It is also adjacent to a pond on Southern Hills Golf Course, Parcel 008.00 on Map 094. They want to purchase a small portion of land to have access to the pond. There is a pond reservation area that extends from the new property line to 10 feet beyond the edge of the pond. This is to allow a small dock to be built on Lot 7. John Donnelly moved to approve subject to a pond sharing agreement and signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining.

C. MONTGOMERY--GRIMES ADJUSTMENT FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

This is a simple transfer of approximately 0.5 acres from a 4 acre tract to a 3 acre tract on Slim Bray Road. Gary Montgomery (Parcel 099.03 on Map 084) wants to purchase 0.5 acres from Rona Grimes (Parcel 099.00 on Map 084). There is a house on the Grimes tract that violates the front setback. Ron Taylor asked to keep the existing road right-of-way as this would give the adjoining property owner more road frontage due to the angle that the parcel intersects Slim Bray Road and the road ends within 1000 feet from the site. After much discussion about the road and additional road dedication, the plat was withdrawn by Ron Taylor so that the planning commission members can visit the site.

ITEM 5: ACCEPTANCE OF NEW STREETS--NONE**ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS---**

A. Kevin and Charlotte Waite Property Final Plat, Vick Surveying, Cookeville, TN.

One Lot--- from Parcel 101.04 on Tax Map 117. Admin. Approval 9-19-16.

B. Smiths Pippin Road Division Final Plat, Jackson Surveying, Cookeville, TN.

Lot Split--- One lot into two lots. Parcel 048.01 on Tax Map 028. Admin. Approval 9-19-16.

ITEM 7: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

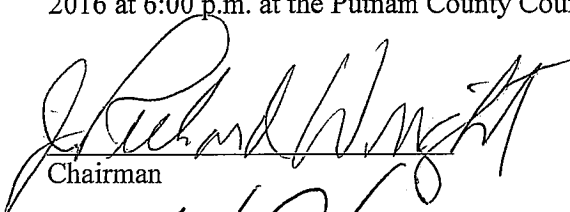
Pinnacle View Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 7/5/16.

ITEM 8: OUTSTANDING LETTERS OF CREDIT--None**ITEM 9: OTHER BUSINESS**


- Staff Report from Patrick Rinks- None.
- Staff Report from Kevin Rush- None.
- Other matters if necessary- None.

ITEM 10: ADJOURN

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, November 1, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Date


Secretary


Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
SEPTEMBER 6, 2016**

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, September 6, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, Kay Detwiler, John Donnelly, Ronnie Lafever, Jim Martin, Jere Mason, Dale Moss, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Skip Bartlett, County Executive Randy Porter, County Attorney Jeff Jones, Mike Smith, Charles Whittenburg, Chris Vick, Marti Donnelly and Lindsay McReynolds. Vice Chairman John Donnelly called the meeting to order as Richard Wright was running a few minutes late. Mr. Wright arrived during the discussion on the dedication of additional right-of-way on plats.

ITEM 1: APPROVE THE SEPTEMBER 6, 2016 AGENDA.

Jim Martin moved to approve the September 6, 2016 agenda as written. Motion was seconded and approved unanimously.

ITEM 2: APPROVE THE MINUTES FOR AUGUST 2, 2016 MEETING.

Kay Detwiler moved to approve the August 2, 2016 Minutes as written. Motion was seconded and approved unanimously.

ITEM 3: DISCUSSION ITEMS – DEDICATION OF ADDITIONAL RIGHT-OF-WAY ON PLATS

Randy Porter introduced this item by saying that this issue was brought to him and that he was facilitating the discussion on why we require it and when and how much. He stated that the planning commission is an independent body that he only appoints members. He stated that it was in the purview of the planning commission to make any changes to the subdivision regulations. Mr. Porter asked County Attorney Jeff Jones to review the issue and to make a recommendation to the planning commission.

Mr. Jones stated that he had researched the issue and the history of subdivision regulations thoroughly. Mr. Jones stated that he felt that he should make the planning commission aware of the timeline of the request to study this issue. In July, he met with Charles Whittenburg, Randy Porter, and Planning Director Rush. That was the first time he met Mr. Whittenburg. He asked Planning Director Rush if this was a common requirement of subdivision regulations in general. Mr. Jones stated that he looked at many different subdivision regulations, and specifically outside of the Upper Cumberland Region. This provision to dedicate is found in virtually all of them. Mr. Jones gave a brief history of planning and subdivision regulations beginning with the first planning commission in Tennessee being created in Memphis in 1921. The federal government gave guidelines for the states to use in creating planning in the early 1930's. The State of TN adopted the statewide enabling statutes in 1935. Mr. Jones stated that he looked at cases that have gone to the Supreme Court of the United States (SCOTUS). There were no cases that were directly tied to the dedication of right-of-way for streets, but other ancillary requirements for the dedication of right-of-way. Mr. Jones stated that this is not a taking issue. The issue falls under the legal definition of an exaction. The term exaction is used to describe where a condition for development is imposed on a parcel of land that requires the developer to mitigate anticipated negative impacts of the development. Exactions are similar to impact fees, which are direct payments to local governments instead of conditions on development. When dealing with exactions, there are two SCOTUS cases that have directly addressed this issue, *Nollan v. California Coastal Commission* and *Dolan v. City of Tigard*. In the *Nollan* case, the ruling was that there had to be a legal nexus or justification for any exaction. When dealing with the dedication of right-of-way, the nexus is obvious (road safety, we will be maintaining the streets and may widen the street.) In the *Dolan* case, the court ruled that proportionality test must be applied, that the exaction is roughly proportional to the burden imposed on the public by allowing the proposed land use. This "rough proportionality" must be applied on an individual basis. Mr. Jones stated that this is where we may need to tweak the subdivision regulations and recommended that we consider amending the subdivision regulations to tweak this requirement.

Charles Whittenburg stated that according to TCA, TDOT assumes a 25 foot off center right-of-way unless there is a fence line that is less than 25 feet.

Kay Detwiler stated that if we don't apply a standard across all developments, we run the risk of being considered arbitrary and capricious. There was some discussion among the members to require something

similar to Metro Nashville. (In Metro Nashville, they require a right-of-way dedication of up to 30 feet off center and then a reservation area that is still part of the lot that would have to be purchased if the right-of-way is ever expanded as part of a road widening. The title stays with the owner until purchased, but like an easement, it would prevent the building of structures within the reserve area.)

Planning Director Rush stated that we cannot take any action tonight, we will have to run a 30 day notice and have a public hearing which will not be until the November meeting.

Mike Atwood moved to have Planning Director Rush and County Attorney Jones work on the wording and to bring a proposal back to the planning commission at the next meeting. Motion was seconded and approved unanimously.

ITEM 4: SUBDIVISION PLATS

A. REDIVISION OF LOTS 3-6 SOUTHERN HILLS VILLAGE PHASE II FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

Lots 3-6 of the Southern Hills Village Phase II were originally all fronting on Ben Jared Road, between Southern Hills Drive and Parwood Drive, which were planned but not yet constructed. Doug Stewart has decided that he would like to have the lots reconfigured so that two of the lots (Lot 4 and Lot 6) will only have frontage on the new streets. Lots 3 and 5 will now be corner lots. All lots are served by 6 inch water lines. Jim Martin moved to approve the plat subject to signatures. Motion was seconded and approved unanimously.

B. JOEL HART AND JEFFERY HART PROPERTY FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This is to divide Parcel 043.01 on Map 036 on Bryant Ridge Road and Jesse Mahan Road into two lots. There is an existing house on Lot 1 and two sheds. Lot 1 will contain 0.94 acres and all structures comply with the setbacks. The right-of-way for Bryant Ridge Road is shown to be 25 feet off center. Lot 2 will contain a mobile home, which is completely within the front setback. They have dedicated right-of-way to 25 foot off center on Jesse Mahan Road. On the county road list, it has 20 feet of right-of-way. There is a four inch water line on Bryant Ridge Road and a two inch line on Jesse Mahan Road. Mike Atwood moved to approve the plat with the requested variance on the setback. Motion was seconded and approved unanimously.

C. BOBBIE HUFF PROPERTY FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

Bobbie Huff owns two parcels of adjoining property on Highway 70 at the county line. One parcel is in Putnam County (Putnam Map 034, Parcel 031.00) and one is in Smith County (Smith Map 074, Parcel 009.00). The parcel in Putnam County is 18 acres and the Smith County parcel is 78 acres. There is a house on the Putnam County parcel but it is not connected to the rest of his Putnam property, except by his Smith County parcel. There is a cemetery and one other tract along Cookeville Highway between his house and his remaining Putnam County property. This plat is to create a lot with the house by using a small portion of the Smith County acreage. The property assessors of both counties have agreed to have the new parcel taxed in Putnam County as the house is entirely in Putnam County and was already being assessed in Putnam County. The new lot will be 1.00 acre. There is a six (6) inch water line on Highway 70. The right-of-way is 40 feet off center and the setback is 50 feet. The house slightly violates the setback. Jim Martin moved to approve the plat with the requested variance on the setback. Motion was seconded and approved unanimously.

D. HERRENS HAMLET FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This plat is to create 8 lots on Ditty Road, from a 7.65 acre parcel (Parcel 063.01, Tax Map 085). There is an existing shed on Lot 8 that complies with the setbacks. The proposed lots are served by a six (6) inch waterline. Ditty Road is a collector street and requires a right-of-way of 30 foot off center and a 45 foot front setback. The plat shows the correct right-of-way and setback. This was originally platted to have eleven lots. There is one flag lot that will be 302.87 feet along the pole portion of the lot. There is a new fire hydrant shown along Lot 4. All lots will be within the required 500 feet of the hydrant. Planning Director Rush stated that the hydrant was not installed when he and Patrick Rinks had conducted a site visit. The flag lot shown has driveway length of 302.87 feet, which is 2.87 feet longer than the maximum length of 300 feet. With one flag lot out of eight total lots, the percentage of flag lots is greater than 10%. Jim Martin moved to approve the plat with variances on the driveway length and more than 10 % of the lots are flag lots, subject to the hydrant being installed and all signatures. Motion was seconded and approved unanimously.

E. PINNACLE VIEW FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This is a final plat that was originally submitted for preliminary approval as Christopher Division on 6-2-15. This plat contains 17 lots on 28.54 acres off of Buck Mountain Road, from Parcels 15.00 and 15.01 on Map 52 and Parcel 1.06 on Map 51. Christopher Vaden is the owner/developer. There is one proposed road, Pinnacle View Lane, approximately 1150 feet long with one proposed entrance to the subdivision. There is a proposed six (6) inch waterline and 3 proposed fire hydrants that will be installed throughout the subdivision. Planning Director Rush stated that Buck Mountain Road is a collector street and would require a 30 foot off center right-of-way, which was shown on the plat. Planning Director Rush stated that based on his and Planning Commission Engineer Rinks' recommendation, the proposed road was moved to align with Whites Point Drive. They have decided to use curb and gutters on the road instead of the traditional ditching. Chris Vick stated that the developer is considering making sidewalks required, and to be installed by the owner of each lot as part of the subdivision covenants but has decided against requiring sidewalks. During discussion of the revised preliminary plat, it was noted that a pond sharing agreement will be required for the four lots that will share the pond. It was noted that during the site visit by Planning Director Rush and Planning Commission Engineer Rinks that the hydrant was not located on the plat in the correct spot, that several drains and easements were missing, that the top base of rock was being installed, and the paving had not been started. Chris Vick stated that there is a waterline running along the property line from Buck Mountain Road to the back of the Lucian Curt Libby property that will need to be added along with a waterline easement. Mike Atwood moved to defer the plat for one month so that the plat can be corrected and the paving can be completed to remove the need for a surety instrument. Motion was seconded and approved unanimously.

F. COMBINED PRELIMINARY AND FINAL PLAT FOR HENSLEY HEIGHTS PHASE II, VICK SURVEYING, COOKEVILLE, TN

This is a combined preliminary and final plat for 5 lots on N. McBroom Chapel Road. All lots will be within 500 feet of existing fire hydrants. There is a six (6) inch water line on N. McBroom Chapel Road. Larry Suggs is the developer. Lots will be numbered 1-3 and 6-7 as Lots 4 and 5 will be in Phase III. Lots 2 and 3 will be separated by the proposed road that will be in Phase III. Planning Commission Engineer Rinks stated that the plat is missing the planning commission engineer certificate. Jim Martin moved to approve the plat subject to soils and the addition of the planning commission engineer's certificate. Motion was seconded and approved unanimously.

G. HENSLEY HEIGHTS PHASE III PRELIMINARY PLAT, VICK SURVEYING, COOKEVILLE, TN

This is a preliminary plat for 12 lots on N. McBroom Chapel Road. Larry Suggs is the developer. Lots will be numbered 4-5 and 8-17. Lots 4 and 5 will front on N. McBroom Chapel Road. Lots 8-17 will front on the proposed but not yet named road that will be constructed. This road will be approximately 619 feet long. The plan and profile of the street has not been submitted. There are two proposed fire hydrants, one on N. McBroom Chapel Road to serve Lots 4 and 5, and one at the end of the cul-de-sac to serve Lots 8-17. A six (6) inch water line is proposed along the new road. Water line was going to be looped with adjacent Hensley Plantation. Jim Martin moved to approve the preliminary plat subject to plan and profile being submitted. Motion was seconded and approved unanimously.

H. MIKE SMITH DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a redivision of several lots in the Howard Willeford Subdivision that had been combined into one lot. This plat is to create one 0.46 acre lot with a house with the remaining lot being 2.22 acres. The house on Lot 1 does not violate the setbacks. There are no structures on Lot 2. There is an old, undeveloped, platted right-of-way (Cynthia Street) that will run through the middle of Lot 2 and it will be bounded on one side with another undeveloped, platted right-of-way (Orley Street). There is a six (6) inch water line on Hilham Road serving the lots. Hilham Road (Highway 136) is an arterial street and should have a right-of-way of 40 feet off center and a setback of 50 feet. As shown on the plat, the right-of-way is 25 feet off center and the setback is 35 feet. They are asking for variances to allow the right-of-way and setback as shown. Mike Atwood moved to approve the plat subject to it being redrawn to comply with the currently adopted subdivision regulations, with variances for the structure being in the setback and with the addition of the setback note. Motion was seconded and approved unanimously.

ITEM 5: ACCEPTANCE OF NEW STREETS--NONE

ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS---**A. Jerome and Tamara Moran Property Final Plat, Whittenburg Surveying, Cookeville, TN.**

One Lot--- from Parcel 020.04 on Tax Map 133. Admin. Approval 8-1-16.

B. Redivision of Lots 39 and 40 of the Quality Estates, Whittenburg Surveying, Cookeville, TN.

Moved lot line between lots. Original line was angled behind one house. This straightened the line between the houses. Two sheds slightly encroached into the setback. Admin. Approval 8-10-16.

C. John and Angela Arnett Division, Whittenburg Surveying, Cookeville, TN.

One Lot--- from Parcel 064.06 on Tax Map 018. Admin. Approval 8-18-16.

ITEM 7: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Herrens Hamlet Preliminary Plat, Vick Surveying. Conditional preliminary approval 7/5/16

Pinnacle View Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 7/5/16.

ITEM 8: OUTSTANDING LETTERS OF CREDIT--None**ITEM 9: OTHER BUSINESS**

- Staff Report from Patrick Rinks
- Staff Report from Kevin Rush
- Other matters if necessary

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, October 4, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.

John Donnelly

Chairman

40/21/2016

Date

Mike C. H.

Secretary

10-4-16

Date

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
AUGUST 2, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, August 2, 2016, in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, Kay Detwiler, John Donnelly, Ronnie Lafever, Jim Martin, Jere Mason, Dale Moss, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Skip Bartlett, Charles Whittenburg, Ron Taylor, Mike Smith and Lindsay McReynolds.

ITEM 1: APPROVE THE AUGUST 2, 2016 AGENDA.

The agenda for the August 2, 2016 meeting was approved by mutual consent after adding Southern Hills Phase IV road acceptance to Item 5.

ITEM 2: APPROVE THE MINUTES FOR JULY 5, 2016 MEETING.

Ronnie Lafever moved to approve the July 5, 2016, Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: SUBDIVISION PLATS

A. SOUTHERN HILLS VILLAGE PHASE IV FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN.

This preliminary plat contains 22 lots on 14.04 acres on Ben Jared Road, from Parcel 054.00 on Map 085, adjacent to Southern Hills Golf Course in the 16th Civil District (Tax Map 085, p/o Parcel 054.00). There will be a new road between Lot 6 of Phase II and Lot 43 of this phase (Phase IV). The lots will be served by a six (6) inch water line with two proposed hydrants, one between Lots 23 and 24, and one at the end of the cul-de-sac, which is proposed to be named Parwood Drive. The cul-de-sac shows a 55 foot radius. The lots range in size from 0.46 acres to 2.25 acres. The lot numbering picks up where Phase III ended, with these lots numbered 22-43. Patrick Rinks stated that the waterlines and roads should have been looped when the other phase of this was developed but it was too late to require that now. Fire hydrant was moved from preliminary plat, but still meetings requirements. All improvements have been completed. After some discussion, John Donnelly made a motion to approve the final plat as all signatures are on the plat. Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. MIKE SMITH DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN.

This is a redivision of several lots in the Howard Willeford Subdivision that had been combined into one lot. This plat is to create one 0.46 acre lot with a house with the remaining lot being 2.22 acres. The house on Lot 1 does not violate the setbacks. There are no structures on Lot 2. There is an old, undeveloped, platted right-of-way (Cynthia Street) that will run through the middle of Lot 2 and it will be bounded on one side with another undeveloped, platted right-of-way (Orley Street). There is a six inch water line on Hilham Road serving the lots. Hilham Road (Highway 136) is an arterial street and should have a right-of-way of 40 feet off center and a setback of 50 feet. As shown on the plat, the right-of-way is 25 feet off center and the setback is 35 feet. They are asking for variances to allow the right-of-way and setback as shown. The additional right-of-way would be approximately 2600 square feet.

Charles Whittenburg stated that on the previous Friday, he met with Randy Porter, County Attorney Jeff Jones and Planning Director Rush to discuss the issue of requiring dedication of additional right-of-way on plats. He further stated that in order to get that meeting, he had to threaten to go to the press. He stated that he felt this was a taking under the 5th Amendment and that this requirement was from a model that the old Local Planning Offices had used and had misinterpreted a section of the original. It then was applied incorrectly in all communities within the Upper Cumberland. Planning Director Rush stated that he had done a survey of subdivision regulations within other cities and counties (outside of the Upper Cumberland area) and found the same language with the only variation being some exempted state routes. Mr. Whittenburg stated that he had contacted TAPS (TN Assoc. of Professional Surveyors) to get other options. He stated that in Metro Nashville, they require a right-of-way reservation area that is still part of the lot and would have to be purchased if the right-of-way is ever

expanded as part of a road widening. The title stays with the owner until purchased, but like an easement, it would prevent the building of structures within the reserve area.

Jim Martin stated that the planning commission should wait for Jeff Jones to attend to discuss this issue. The planning commission also stated that Planning Director Rush should look up Creekwood Subdivision as it was near this site on the same state route. After much discussion, the developer withdrew the subdivision.

C. SHIRLEY RICH DIVISION FINAL PLAT, RON TAYLOR SURVEYING, COOKEVILLE, TN.

This is to create one lot from Parcel 033.00 on Map 056 on Ward Mill Road. The existing house has a septic field line easement on the Patricia Barton property (Parcel 035.00 on Map 056). This is the adjacent lot next to the property on Ward Mill Road that was enlarged to encompass some of its septic field line easement. The proposed lot will be 0.52 acres. There is a four inch water line on Ward Mill Road. After some discussion, Jim Martin moved to approve the final plat with the septic being on an easement as was originally platted. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS---

A. Expanded staff approval discussion.

Staff recommends allowing administrative approval for setback violations of accessory structures (sheds, barns, detached carports, etc.) within the side and rear setbacks up to the property line. Any violation by a principal structure will still come to the full planning commission. After some discussion the following policy was set: Current Planning Director Kevin Rush can administratively approve plats with accessory structures being in the required setback areas, but any principal structure with a required setback would have to come to the full planning commission. John Donnelly moved to set the policy as stated because any change in personnel would render the policy moot. Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. Mailbox letter for Putnam County Codes.

A letter thanking the Putnam County Codes Office for agreeing to provide the USPS mailbox regulations with each permit will need to be signed by all members present. Planning Director Rush presented a resolution of thanks for the planning commission to sign instead of doing a letter. Planning Director Rush said he would put the signed resolution in a frame and present it to the Putnam County Codes. All members signed the resolution.

ITEM 5: ACCEPTANCE OF NEW STREETS

A. Hensley Drive, Hensley Plantation Phase 2, Larry Suggs

This should be accepted by the county at the August meeting.

B. Parwood Drive, Southern Hills Phase IV, Doug Stewart

The road was constructed to all the required standards in the subdivision regulations, and was inspected by Patrick Rinks and Randy Jones during construction, and both recommended that the road be accepted as a county street. Planning Director Rush presented a signed warranty contract from the developer. Jim Martin moved to recommend to the county commission that Parwood Drive be accepted as a county street. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS---

A. Redivision of Lots 5-7 of the Southern Hills Estates Phase 2, Larry Jackson Surveying, Cookeville, TN.

Took three lots and redivided into two lots--- from Map 0850, Group A, Parcels 005.00, 006.00 and 007.00. Admin. Approval 6-28-16.

B. Mildred Moss Burchett and Peggy Moss Palk Property, Whittenburg Surveying, Cookeville, TN.

One lot--- from Parcel 006.03 on Tax Map 028. Admin. Approval 7-21-16.

C. Combination of Lots 45 & 46 of the Cove Subdivision Phase II, Whittenburg Surveying, Cookeville, TN.

Combined Lots 45 & 46 of Cove Subdivision Phase II on Enclave Pointe---from Parcels 045.00 and 046.00 on Tax Map 096. Admin. Approval 7-25-16.

ITEM 7: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

Herrens Hamlet Preliminary Plat, Vick Surveying. Conditional preliminary approval 7/5/16

Pinnacle View Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 7/5/16.

ITEM 8: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15. The planning commission voted to hold the check at the last meeting until after the road was accepted by the county. Considering that Doug Stewart built Parwood Drive without submitting a bond, Planning Director Rush asked the planning commission to release the check as there is not a difference between the roads at this point. Jim Martin moved to release the check. Motion was seconded and approved unanimously with Chairman Wright and Dale Moss abstaining.

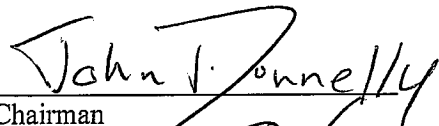
ITEM 9: OTHER BUSINESS

- Staff Report from Patrick Rinks—Patrick informed the planning commission that the developer decided against putting sidewalks within Pinnacle View Subdivision.
- Staff Report from Kevin Rush: The surveyor had called to discuss Herren's Hamlet and that the number of lots was being reduced from 11 to 8 and that as soon as the soils are approved by TDEC, that a final plat will be submitted.
- Kay Detwiler discussed traffic study commissioned by city. Members were encouraged to email suggestions to Planning Director Rush who would eliminate duplications. Suggestions would be discussed at next meeting and sent to engineer doing traffic study.
- Other matters if necessary

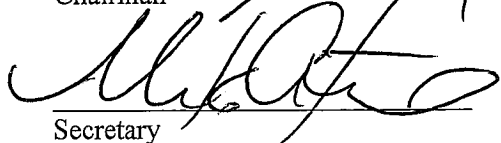
ITEM 10: ADJOURN


With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, September 6, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman

Date


Secretary


Date

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
JULY 5, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, July 5, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Vice-Chairman John Donnelly, Secretary Mike Atwood, Kay Detwiler, Ronnie Lafever, Jim Martin, Dale Moss, Jere Mason, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Skip Bartlett, and Chris Vick.

ITEM 1: APPROVE THE JULY 5, 2016 AGENDA.

The agenda for the July 5, 2016 meeting was approved by mutual consent.

ITEM 2: APPROVE THE MINUTES FOR JUNE 7, 2016 MEETING.

Jim Martin made a motion to approve the June 7, 2016 Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: SUBDIVISION PLATS

JOHN AND EULAH GENTRY FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This subdivision plat is to create a 1.54 acre lot on Old Baxter Road, from Parcel 011.00 on Tax Map 063. The remaining 1.33 lot will have a house that violates the front setback. The required plat note is on the plat. Old Baxter Road is a collector and is shown with the required 30 feet off center right-of-way. The setback is also correct at 45 feet on the front. The lots will be served by a six inch water line. All other subdivision regulation requirements have been met. Lot 2 has a septic system that was installed in 1998 for a mobile home that is no longer there, according to TDEC records. (Trailer is no longer on Lot 2.) The house on Lot 1 has an existing septic system. Upon site review, Planning Director Rush and Planning Commission Engineer Rinks noticed a drainage tile that should be on the plat. Dale Moss moved to approve with a variance for setback violation, subject to adding the drainage tile to the plat, adding a 10 foot drainage easement along the drain as shown on the plat and add dimension on plat showing 30' ROW. Motion was seconded and approved unanimously with Chairman Wright abstaining.

BURCHETT PLACE FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a re-subdivision of Lot 2 of the Burchett and Cuthbertson Division as recorded in Plat cabinet H, slide 73B in the Register's Office, Putnam County. They are subdividing the 3.00 acre tract into three lots. Plunk Whitson Road is a collector and is shown with the required 30 feet off center right-of-way. The setback is also correct at 45 feet on the front. The lots will be served by a six inch water line. There is a fire hydrant just off site on the north side that is within the required 500 feet. All other subdivision regulation requirements have been met. Mike Atwood moved to approve the final plat. Motion was seconded and approved unanimously with Chairman Wright abstaining.

PINNACLE VIEW PRELIMINARY PLAT, VICK SURVEYING, COOKEVILLE, TN

This is a revised preliminary plat that was originally submitted as Christopher Division and approved preliminarily on 6-2-15. This is a preliminary plat containing 17 lots on 28.54 acres off of Buck Mountain Road, from Parcels 15.00 and 15.01 on Map 52 and Parcel 1.06 on Map 51. Christopher Vaden is the owner/developer. There is one proposed road, Pinnacle View Lane, approximately 1150 feet long with one proposed entrance to the subdivision. There is a proposed 6-inch waterline and 3 proposed fire hydrants that will be installed throughout the subdivision. Planning Director Rush stated that Buck Mountain Road is a collector street and would require a 30 foot off center right-of-way, which was shown on the plat. Planning Director Rush stated that based on his and Planning Commission Engineer Rinks' recommendation, the proposed road was moved to align with Whites Cove Road. Staff noted that a house was depicted on Lot 1; the radius of the cul-de-sac was missing; and the plan and profile of the road had been completed. They have decided to use curb and gutters on the road instead of the

traditional ditching. Curb and gutter will be similar to that installed in Hickory Flats Subdivision. No ditches will be installed with curbs. Rinks pointed out that road and utility construction had started without any notice to Staff Planner or Planning Commission Engineer from the Developer, Engineer or Surveyor and encouraged those parties to communicate better going forward. Chris Vick stated that the developer is considering making sidewalks required to be installed by the owner of each lot as part of the subdivision covenants. Recommended that covenants regarding sidewalks be reviewed by Planning Commission prior to bringing plat in for final approval. It was noted that a pond sharing agreement will be required for the four lots that will share the pond. John Donnelly moved to approve the revised preliminary plat subject to the curbs and gutters being installed per the subdivision regulations. Motion was seconded and approved unanimously with Chairman Wright abstaining. Planning Director Rush was asked to check with the city of Cookeville to see how they handle sidewalks.

P/O RALPH E. STEWART, TRUSTEE PROPERTY TWO LOT SUBDIVISION FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This plat is to create two lots on Brotherton Mountain Road from 6.24 acres of Parcel 010.00 on Tax Map 042. Lot 1 is a 4.24 acre tract that is located between Brotherton Mountain Road and the Nashville and Eastern Railroad right-of-way. (It is naturally subdivided from the rest of the parcel by Brotherton Mountain Road.) There is an existing house on Lot 2 that does not comply with the setbacks. The parcels are served by a 4 inch waterline. The correct right-of-way and setbacks are shown for Brotherton Mountain Road, a collector. Chris Vick informed the planning commission that each of these proposed lots has existing septic systems and that the rest of the farm will be broken into tracts larger than five acres all with existing frontage and utilities. John Donnelly moved to approve the plat with a variance for the house encroachment. Motion was seconded and approved unanimously with Chairman Wright abstaining.

HERRENS HAMLET PRELIMINARY PLAT, VICK SURVEYING, COOKEVILLE, TN

This plat is to create 11 lots on Ditty Road, from a 7.65 acre parcel (Parcel 063.01, Tax Map 085). There is an existing shed on Lot 10 that does not comply with the setbacks. The proposed lots are served by a 6 inch waterline. Ditty Road is a collector street and requires a right-of-way of 30 foot off center and a 45 foot front setback. The plat shows the correct right-of-way and setback. The plat does have topo lines shown. It was noted that the flag lot would be better to have the access along the boundary of Lot 7. This will make the lot comply with the distance requirements from the proposed hydrant and by shifting the remaining lots, the shed that was shown as violating a side setback will comply with the setbacks. Chris Vick stated that he would make that change to the flag lot as suggested. It was also noted that the right-of-way width shown on the plat was 40 feet but appears to be a typo. Jim Martin moved to approve the preliminary plat subject to the flag lot pole portion being moved to along Lot 7 and fixing the typo on the right-of-way width. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS – Mailbox regulation--Stephen Parker at the Putnam County Codes Department has agreed to hand out the USPS mailbox regulations if we choose to go that route. The planning commission asked Planning Director Rush to draft a thank you letter for agreeing to work with us on this issue.

ITEM 5: ACCEPTANCE OF NEW STREETS –

Planning Director Rush was waiting on cost information from developer and gathering paper work to send to County Road Committee for acceptance of Hensley Drive. After some discussion, Mike Atwood moved to release the certified check after the road is accepted by the county commission. Motion was seconded and approved unanimously with Chairman Wright, Donnelly and Detwiler abstaining.

ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS---None

ITEM 7: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15.

ITEM 8: OUTSTANDING LETTERS OF CREDIT-- None**ITEM 9: OTHER BUSINESS**

Staff Report from Patrick Rinks: Planning Commission Engineer Rinks stated the asphalt in Southern Hills Village Phase IV is in. Shoulder stone has not been installed. Developer will likely come in for final approval next month.

Staff Report from Kevin Rush: Planning Director Rush informed the commission that Jeffery Brian Jones, whose subdivision was approved subject to installing a fire hydrant, was under the impression that he could install the hydrant after the plat was recorded and was not happy to find out otherwise.

Other matters if necessary: John Donnelly just wanted to say that it was nice to see some bigger subdivisions and not just one and two lot subdivisions. Ronnie Lafever wanted to discuss allowing staff approval of subdivisions with some variances required. Mr. Lafever thinks that the current procedure regarding approval of plats with setback violations may be holding up developers. Commission discussed setting parameters for Staff Planner Rush to follow. Planning Director Rush agreed to draft a proposal for the planning commission to review.

ITEM 10: ADJOURN

With no further business to discuss, the meeting was adjourned by mutual consent. The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, August 2, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Date


Secretary


Date

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
JUNE 7, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, June 7, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, Kay Detwiler, John Donnelly, Ronnie Lafever, Jim Martin, Dale Moss, and Phil Wilbourn. Jere Mason was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Skip Bartlett, Bob Jett, Carlen Wiggins, Jeffery Brian Jones, Randy Porter, and Charles Whittenburg.

ITEM 1: APPROVE THE JUNE 7, 2016 AGENDA.

The agenda for the June 7, 2016 meeting was approved by mutual consent.

ITEM 2: APPROVE THE MINUTES FOR MAY 3, 2016 MEETING.

Jim Martin made a motion to approve the May 3, 2016 Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 3: SUBDIVISION PLATS

A. FIKE AND DEMONTBRUEN FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This subdivision plat is to change the lot lines between two lots (Parcel 001.00 on Map 018 and Parcel 074.01 on Map 009) on Hill Road. There is a barn on one of the tracts that violates the rear setback. All other subdivision regulation requirements have been met. Mike Atwood moved to approve the plat with a variance. Motion was seconded. During discussion, John Donnelly moved to amend the motion subject to adding the following plat note: "Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks." The motion to amend the original motion was seconded and approved unanimously with Chairman Wright abstaining. The amended motion approved unanimously with Chairman Wright abstaining.

B. JEFFRY BRIAN JONES PROPERTY FINAL PLAT, WIGGINS SURVEYING, GAINESBORO, TN

This is a three lot subdivision of 2.59 acres on Hawkins Crawford Road, from Parcel 062.00 on Map 055. The lots will range from 0.68 to 1.05 acres. There is an 8 inch waterline on Hawkins Crawford Road. They have proposed a fire hydrant between Lots 1 and 2. Soil work has been completed and approved by TDEC. Patrick Rinks mentioned low area on Lot 1 and questioned if Lot 1 was buildable. Pond is located on adjacent property. Jones indicated that no water had backed up on Lot 1 from adjacent pond. John Donnelly moved to approve the plat subject to the hydrant being installed and signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining. Patrick Rinks asked for clarification if the hydrant was to be installed before the plat can be signed. The planning commission stated that the hydrant would have to be installed before the plat can be signed.

C. ROSEMARY BROWN AND NANCY JEAN BROWN PROPERTY FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a 2 lot subdivision on Tightfit Road of Parcel 016.00 on Map 062. There is an existing house on Lot 2. Lot 1 is vacant. Soil work has been completed and approved by TDEC for Lot 1. The lots are served by a 3 inch waterline. There is a barn on Lot 1 that does not comply with the front setback. There is a note on the plat stating that the barn will be removed, but it has not been removed as of 5/18/16. Jim Martin moved to approve the plat subject to signatures, without requiring the removal of the barn but with the addition of the setback plat note ("Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks.") The motion seconded and approved unanimously with Chairman Wright abstaining.

D. PATRICIA BARTON PROPERTY FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a lot line adjustment between two parcels on Ward Mill Road, specifically Parcels 033.01 and 035.00 on Map 056. There is an existing house on Parcel 033.01 that does not comply with the setbacks. A shed also violates the setbacks. The parcels are served by a 6 inch waterline. There is also an easement on Parcel 035.00 for the house on Parcel 033.01 septic field lines. It appears that only a portion of the easement is being joined with the house lot. John Donnelly moved to approve the plat with the addition of the setback note ("Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks."). Kay Detwiler moved to amend motion to add another plat note stating, "see original plat for septic easement." Motion to amend the motion failed due to a lack of second. The motion was seconded and approved with all members voting yes except Kay Detwiler voting no and Chairman Wright abstaining.

E. JOHN PETTIT AND TRACY PETTIT PROPERTY FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN

This is a 2 lot subdivision on Skyline Drive of Parcel 030.00 on Map 078E, Group A. There is an existing house on Lot 1. Lot 2 is vacant. Soil work has been completed and approved by TDEC for Lot 2. The lots are served by a 2 inch waterline. There is a shed on Lot 1 that does not comply with the front setback. John Donnelly moved to approve the plat with the variance and the addition of the setback note ("Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks."). The motion seconded and approved unanimously with Chairman Wright abstaining.

F. WILMA JEAN BROWN PROPERTY FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This is a 1 lot subdivision on Fate Ivy Road of Parcel 030.00 on Map 049. There is an existing house on the lot. The lot is served by a private service line from a meter approximately 350 feet down Fate Ivy Road. The right-of-way of Fate Ivy is 38 feet, however, it completely overlaps with a 100 foot right-of-way for the Nashville and Eastern Railroad (50 feet off center of the railroad track). Planning Director Rush recommended that an easement be obtained and shown on the plat for the portion of the waterline that is on the adjoining property. Jim Martin moved to approve the plat subject to the easement being created and shown on the plat. The motion seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS –

A. Plat note discussion.

Charles Whittenburg wanted to discuss the planning commission's new plat note policy. Mr. Whittenburg felt the policy that requires plat notes to be legible when printed on letter size paper was too vague and was not compliant with the TN surveyor's rules and regulations with regard to plat notes. He suggested that he would like to work with Planning Director Rush to come up with a standard such as triple sized and bold that would apply to all plats, instead of having to save a plat to pdf and print to see if the note was legible on letter size prints. The planning commission agreed to allow him and Planning Director Rush to work on a standard that could be used and report back.

B. Mailbox regulation.

At the last meeting, Phil Wilbourn asked to have this discussion put back on the agenda. Some of the things that he wanted to know was if we adopted regulations, would they be enforceable, and could we not print the federal mailbox regulations from the US Postal Service and give them to everyone who pulls the permits to build a house? No action was taken. Planning Director Rush stated that he would talk to Stephen Parker at the Codes Department to see if they would hand out the USPS mailbox regulations.

ITEM 5: ACCEPTANCE OF NEW STREETS**A. Hensley Drive, Hensley Plantation Phase 2, Larry Suggs**

This road was completed as part of the Hensley Plantation Phase 2, which was granted final approval at the October 6, 2015 Planning Commission meeting. Mr. Suggs is now asking for the street to be accepted by the county. He has submitted the road warranty contract. Patrick Rinks stated that the only thing not completed was the installation of the stop and road signs. Recommend to County Commission that road be accepted as a county road. John Donnelly moved to recommend that the street be accepted once the signs were installed. The motion seconded and approved unanimously with Chairman Wright abstaining.

ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS---**A. Anne Huddleston Rousch Division Final Plat, Whittenburg Surveying, Cookeville, TN.**

1 lot (1.00 acres) on Howard Draper Road at Dodson Branch Highway---- from Parcel 064.04 on Tax Map 018. Admin. Approval 5-2-16.

B. Resubdivision of tracts 6 & 7 Hutcheson Estates Final Plat, Ron Taylor Surveying, Cookeville, TN.

Lot line adjustment. Original plat recorded in Plat Cabinet G, Slide 154A- 2 lots on Hutcheson Road-- from Parcel 080.02 on Tax Map 018. Admin. Approval 5-10-16.

C. Brian Buck and Terry Maxwell Property Final Plat, Whittenburg Surveying, Cookeville, TN.

Lot line adjustment. 2 lots on Cookeville Boatdock Road at Austin Bottom Road---- from Parcels 015.00 and 021.03 on Tax Map 117. Admin. Approval 5-12-16

D. McCaleb Division Final Plat, Whittenburg Surveying, Cookeville, TN.

1 lot (0.86 acres) on Bennett Road---from Parcel 062.03 on Tax Map 084. Admin. Approval 5-23-16.

ITEM 7: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15---Several members mentioned that construction had begun on road. Rush and Rinks were not aware and have not been contacted by anyone. Rush was going to contact surveyor and remind them to bring a revised preliminary plat back to Planning Commission for discussion since changes had been made since approval.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015- Rinks reported that subgrade had been proof rolled by Randy Jones and himself and that rock would be installed soon. All utilities have been installed.

ITEM 8: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15.

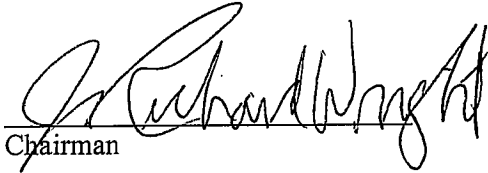
They are asking to have the check released. John Donnelly moved to release the surety when the signs have been installed. The motion seconded and approved unanimously with Chairman Wright abstaining.

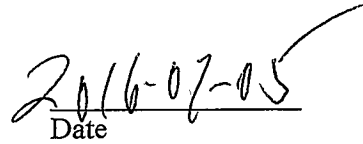
ITEM 9: OTHER BUSINESS

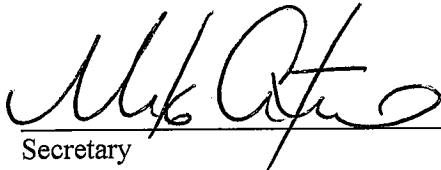
- Staff Report from Patrick Rinks: Patrick Rinks stated that they have begun work on the road in the Christopher Division and that the rock base is being put down on the road in the Southern Hills Village Phase IV.
- Staff Report from Kevin Rush
- Other matters if necessary

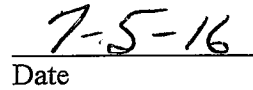
With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, July 5, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Date


Secretary


Date

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
MAY 3, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, May 3, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, John Donnelly, Jim Martin, Jere Mason, Dale Moss, and Phil Wilbourn. Kay Detwiler and Ronnie Lafever were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Joe Moceri (who arrived a few minutes late), Raymond and Margo Sachs, and Lindsay McReynolds. Vice-chairman John Donnelly called the meeting to order as Chairman Wright was going to be a few minutes late.

ITEM 1: APPROVE THE MAY 3, 2016 AGENDA.

The agenda for the May 3, 2016 meeting was approved by mutual consent after adding Raymond and Margo Sachs as a discussion item.

ITEM 2: MINUTES OF THE APRIL 5, 2016 MEETING.

Jere Mason made a motion to approve the April 5, 2016 Minutes as written. Motion was seconded and approved unanimously.

ITEM 3: SUBDIVISION PLATS

A. JOE MOCERI FINAL PLAT, JACKSON SURVEYING, COOKEVILLE, TN

Joe Moceri wants to subdivide off one lot for his daughter from his farm at 3125 Fowler Montgomery Road, specifically Tax Map 084, Parcel 061.04. The farm is accessed off of an easement. Fowler Montgomery Road is a county road but the county portion stops 400 to 500 feet from his farm. The proposed lot will be 0.75 acres and accessed off of a 750 foot easement.

This was deferred until later in the meeting as Joe Moceri had not yet arrived. This item was brought back before the planning commission after finishing with the Raymond and Margo Sachs discussion.

Joe Moceri stated that from his property, it is only approximately 300 feet to the county portion of Fowler Montgomery Road, along an easement. After much discussion with Joe Moceri, Mike Atwood moved to approve subject to 1) all easements shall be clearly documented on all properties and run in perpetuity, and be attached to the deeds; 2) The owner of the property on which Mr. Moceri's easement is on will have to sign the maintenance agreement; 3) a note being added that no further subdivision will be approved until all the lots have frontage on a county maintained street; and 4) soil approval and signatures. Motion was seconded and approved unanimously.

B. JANNETTE HAMMONDS DIVISION FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

Jannette Hammonds would like to subdivide her 2.05 acre lot located at 5920 Dodson Branch Highway, specifically Tax Map 009, Parcel 074.05. The subdivision as proposed would share a driveway, and has several structures that encroach into the setbacks. On Lot 1, the existing mobile home encroaches into the side setback and two sheds encroach into the adjoining property owned by Roy and Joyce Bohannon. A deck also crosses the property line by 1.8 feet. The Bohannons have indicated that they will grant an easement for the sheds and deck to remain there. Lot 1 is 0.52 acres in size. Lot 2 is 1.53 and has multiple buildings but only two slightly encroach into the setbacks. The lots will be served by an 8 inch water line. At the meeting, it was noted that the storage buildings that were over the line had been removed completely. Jim Martin moved to approve the plat with the addition of the following plat note, "Any new construction or additions to any current structures or any replacements of a depicted structure encroaching on setback requirements must abide by current setbacks," and subject to an easement being placed on the Bohannon property for the encroaching deck (or making the deck conform to the property line) and an ingress/egress easement being placed on the shared driveway and maintenance agreement being recorded for the shared driveway. Motion was seconded and unanimously approved.

ITEM 4: DISCUSSION ITEMS – RAYMOND AND MARGO SACHS DISCUSSION

The Sachs were interested in buying a 12 acre tract on Rocky Point Road. The tract is landlocked with no road frontage and is accessed by an easement. They were interested in splitting the lot into 2 tracts. They would own one tract and a sister would own the other tract. They were told that as long as each tract was at least five acres in size, then that would not require planning commission approval.

ITEM 5: REPORT ON ADMINISTRATIVELY APPROVED PLATS---

A. Willie and Linda Keith Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is a one lot plat on Fields Road, from 014.00 on Tax Map 005. Fields Road is classified as a local street and the appropriate right-of-way was shown on the plat. There are no structures on the 2.38 acre lot. The remainder of the parcel is well above five acres. Staff recognized no deficiencies on the plat and granted administrative approval 4/4/2016.

B. Herbert Allison Property Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is a one lot plat on Window Cliff Road, from 002.01 on Tax Map 111. Window Cliff Road is classified as a local street and the appropriate right-of-way was shown on the plat. There are no structures on the 1.06 acre lot with the remainder being over five acres. The lot is served by a 4 inch waterline. Staff recognized no deficiencies on the plat and granted administrative approval 4/13/2016.

C. Bilbrey and Weigand Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This is a one lot plat, from 099.01 on Tax Map 041, located at the intersection of Burton Cove Road and Enclave Point. Both streets are classified as a local street and the appropriate right-of-way was shown on the plat. The house (3616 Enclave Point) and all other structures comply with the setbacks. The 2.46 acre lot is served by a 6 inch waterline. Staff granted administrative approval 4/13/2016.

D. Re-Subdivision of Lot 2 of Clyde Presley Final Plat, Michael Netherton Surveying, Cookeville, TN.

This is a two lot plat, from 045.25 on Tax Map 008, located on Bear Creek Road and Bear Creek Point. Both streets are classified as a local street and the appropriate right-of-way was shown on the plat. The house on Lot 1, (1922 Bear Creek Point), and all other structures comply with the setbacks. Lot 1 will front on Bear Creek Point and Lot 2 will front on Bear Creek Road. The lot on Bear Creek Point is served by a 6 inch waterline with the other lot on Bear Creek Road is served by a 4 in waterline. Staff granted administrative approval 4/14/2016.

E. John Daniel and Phyllis Weakley Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to separate two houses on N. Quinland Lake Road (Parcel 062.014, Tax Map 019) onto individual lots. North Quinland Lake Road is classified as a local street and the appropriate right-of-way was shown on the plat. The existing houses and all other structures comply with the setbacks. The lots are served by a 6 inch waterline. Staff recognized no deficiencies on the plat and granted administrative approval 4/15/2016.

ITEM 6: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

ITEM 7: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15.

ITEM 8: OTHER BUSINESS

- Staff Report from Patrick Rinks
- Staff Report from Kevin Rush

- Other matters if necessary- It was noted that Kay Detwiler's husband Mike was very sick in the hospital. Chairman Wright has also been sick. Phil Wilbourn asked to have the mail box discussion put back on the agenda for the next meeting.

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, June 7, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.

John Donnelly
Chairman

6/7/2016
Date

Mike [Signature]
Secretary

6-7-16
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
APRIL 5, 2016**

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, April 5, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, John Donnelly, Ronnie Lafever, Phil Wilbourn, Jere Mason, and Dale Moss. Jim Martin was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Albert and Ruth Taubert, Jason Guinn, and Greg Baugh.

ITEM 1: APPROVE THE APRIL 5, 2016 AGENDA.

John Donnelly moved to approve the agenda with the addition of the discussion of the Kay Detwiler memo regarding plat notes. Approved by mutual consent.

ITEM 2: MINUTES OF THE MARCH 1, 2016 MEETING.

The Minutes for the March 1, 2016 meeting were approved on a motion by John Donnelly and seconded.

ITEM 3: SUBDIVISION PLATS

A. GREG BAUGH PROPERTY VARIANCE REQUEST, VICK SURVEYING, COOKEVILLE, TN

This survey shows Lot 7 of the Southfork Division. The lot is at the intersection of Southfork Drive and Ewing Drive. Lot is identified as Map 093C, Group A, Parcel 007.00. The house is currently under construction. When the septic system was permitted by TDEC, they required the house site be shifted on the lot. This shift put the attached carport into the setback along Ewing Drive. The setback is 30 feet and the carport is 26 feet from the right-of-way. Mr. Baugh is requesting a variance to allow a 25 foot setback along Ewing Drive. John Donnelly moved to approve the variance of 5 feet (allow a 25 foot setback). Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. JOE MOCERI FINAL PLAT, JACKSON SURVEYING, COOKEVILLE, TN

Joe Mocerri wants to subdivide off one lot for his daughter from his farm at 3125 Fowler Montgomery Road, specifically Tax Map 084, Parcel 061.04. The farm is accessed off of an easement. Fowler Montgomery Road is a county road but the county portion stops 400 to 500 feet from his farm. Neither Joe Mocerri, the owner, nor Larry Jackson, the surveyor were in attendance. Mike Atwood moved to table the plat until the May 2016 meeting. Motion by Wilbourn and seconded and approved unanimously with Chairman Wright abstaining.

C. JANNETTE HAMMONDS DIVISION FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

Jannette Hammonds would like to subdivide her 2.05 acre lot located at 5920 Dodson Branch Highway, specifically Tax Map 009, Parcel 074.05. The subdivision as proposed would share a driveway, and has several structures that encroach into the setbacks. On Lot 1, the existing mobile home encroaches into the side setback and two sheds encroach into the adjoining property owned by Roy and Joyce Bohannon. A deck also crosses the property line by 1.8 feet. The Bohannons have indicated that they will grant an easement for the sheds and deck to remain there. Lot 1 is 0.52 acres in size. Lot 2 is 1.53 acres and has multiple buildings but only two slightly encroach into the setbacks. The lots will be served by an 8 inch water line. Planning Director Rush stated that the surveyor called and wanted this plat moved to the May, 2016 agenda. Mike Atwood moved to table the plat until the May, 2016 meeting. Motion was seconded and approved unanimously with Chairman Wright abstaining.

D. GUINN DIVISION FINAL PLAT, CLINTON SURVEYING, COOKEVILLE, TN

The Guinn Division is an estate division. The property is located between Gainesboro Highway (Highway 56) and Old Gainesboro Road, north of Baxter, specifically Map 029, Parcel 051.00. There are three buildings on the property. A garage or shop building that does not meet the setback from Gainesboro Highway (address is 2033) and two houses that front on Old Gainesboro Road (addressed 2114 and 2122). There is a 2 inch line on Gainesboro Highway, and a 4 inch water line on Old

Gainesboro Road. They are asking for a variance for the garage on Tract 1 (2033 Gainesboro Highway) for the setback encroachment and from the fire hydrant requirement for three lot subdivisions since the nearest six inch water line is approximately a half mile away on Bloomington Road. Lot 2 will require new driveway for access. Fire hydrant could be installed if water line is upgraded to support the hydrant. If not upgraded, sprinkler system would be required if structure re-built. Kay Detwiler moved to approve the plat with a variance for the encroaching building, with the following plat notes that are to be stand-alone and legible when printed on letter size paper: 1) "Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks," 2), "Any new construction or additions to any current structures or any replacement of a depicted commercial or residential structure shown on this plat are required to have sprinklers installed." Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS

A. Kay Detwiler's memo on plat notes

Kay Detwiler stated in her memo, *"In looking at the plats and agenda items, I am concerned that our PC's stipulation that we use whenever we approve a plat showing existing building(s) encroaching into a setback (which says that any new or replacement structures have to meet the setback) is being LOST in the tiny type in a corner of the plat. (Something I have mentioned at past meetings.)"*

When the plat is on large paper like most of the surveyors use even just for 1 lot or 2 lots, and once recorded, if you or I or a purchaser goes to office to get a copy or see a copy, we will not see the original big one but we will see or be given a reduced-size copy, and all verbiage is virtually unreadable.

If you would open up & compare the reduced version of Southfork plat to Guinn & Hammonds plats, I think you might see what I mean. It is impossible to read any of the boxes, notes, stipulations on the Guinn & Hammonds plats! And on each there is plenty of blank spaces, whereby enlarged printing can be used. The Southfork issue is clearly readable in reduced size. I will bring these to the meeting to show you & discuss.

Specifically the Guinn one definitely needs the setback information in much larger print with an arrow to the encroachment which is an entire large metal building that is sitting in the setback area fronting Highway 56.

Thank you for your consideration of this important matter."

After much discussion, the planning commission decided to set the policy that on plats with special notes (such as plats with variances on setbacks, residential fire sprinklers are required, etc.) that the special plat notes are not grouped under/with other plat notes, but must be "bold" stand-alone notes that are visible and legible even when the plat (originally 11x17 or larger) is printed at a reduced scale such as on letter sized paper. John Donnelly moved to set the policy that on plats with special notes (such as plats with variances on setbacks, residential fire sprinklers are required, etc.) that the special plat notes be "bold" stand-alone notes that are visible and legible even when the plat is printed at reduced scale (such as on letter sized paper), and not grouped under/with other plat notes. Motion was seconded and approved unanimously with Chairman Wright abstaining.

B. Mailbox discussion

Phil Wilbourn stated that on the U.S. Postal Service website that the regulations for installing a mailbox requires a 4x4 wood post or a small pipe, both of which would break if struck by a car. No action taken.

ITEM 5: REPORT ON ADMINISTRATIVELY APPROVED PLATS---

A. Clayton Long Property Final Plat, Wiggins Surveying, Gainesboro, TN

This plat is to transfer approximately 2.35 acres from Map 037, Parcel 027.00 on Hulon Ferrell Road to an adjoining property. Hulon Ferrell Road is classified as a local street and the appropriate right-of-way

was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 2/24/2016.

B. James Harold Crouch Division Final Plat, Whittenburg Surveying, Cookeville, TN

This plat is a one lot plat on Maddux Road, from 014.00 on Tax Map 005. Maddux Road is classified as a local street and the appropriate right-of-way was shown on the plat. The house (864 Maddux Road) and all other structures comply with the setbacks. The 0.84 acre lot is served by a 4 inch waterline. Staff recognized no deficiencies on the plat and granted administrative approval 3/29/2016.

C. Hensley Heights Final Plat, Wiggins Surveying, Gainesboro, TN

This is a one lot plat on N. McBroom Chapel Road, from 120.00 on Tax Map 038. North McBroom Chapel Road is classified as a local street and the appropriate right-of-way was shown on the plat. The house (540 N. McBroom Chapel Road) and all other structures comply with the setbacks. The 0.46 acre lot is served by an 8 inch waterline. Staff recognized no deficiencies on the plat and granted administrative approval 3/29/2016.

ITEM 6: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

ITEM 7: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15.

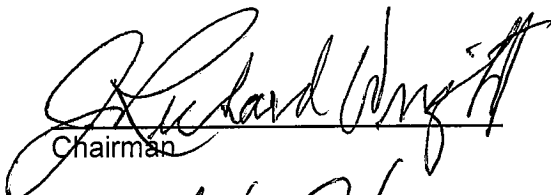
ITEM 8: OTHER BUSINESS


- Staff Report from Patrick Rinks—Southern Hills Phase IV—Planner and Engineer visited the site today. Water line and hydrants have been installed. Gas line was being installed today.
- Staff Report from Kevin Rush—None.
- Other matters if necessary—None.

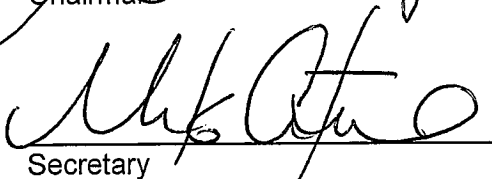
ITEM 9: ADJOURN

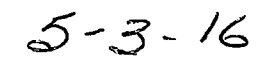
With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, May 3, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Date


Secretary


Date

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
MARCH 1, 2016

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, March 1, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, John Donnelly, Ronnie Lafever, Dale Moss, and Phil Wilbourn. Kay Detwiler, Jim Martin, and Jere Mason were absent. Also present were Planning Director Kevin Rush, Planning Commission-Engineer Patrick Rinks, Joe Mocerri, Brenda Fowler, Taylor Dillehay, and Lindsay McReynolds.

ITEM 1: APPROVE THE MARCH 1, 2016 AGENDA.

Planning Director Rush stated that a simple plat was submitted on Tuesday after the agendas had been sent out. He recommended adding the Fowler Subdivision Final Plat to the agenda. John Donnelly moved to approve the agenda with the addition of the Fowler Subdivision Final Plat. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 2: MINUTES OF THE FEBRUARY 2, 2016 MEETING.

The Minutes for the February 2, 2016 meeting were approved by mutual consent with no corrections or additions.

ITEM 3: SUBDIVISION PLATS

A. REDIVISION OF LOT 1 OF THE JOYCE BARTON PROPERTY SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This final plat contains 1 lot on 3.00 acres at the intersection of Grimsley Road and Fairview Road, from Parcels 007.00 and 007.02 on Map 005. The waterline on Fairview Road is a four (4) inch line. There is a barn and a shed that will encroach into the right-of-way of Grimsley Road once the required 25 feet off center is dedicated. Lot 1 is an existing tract and the plat is to increase its size to 3.00 acres. After discussion, John Donnelly moved to approve the plat with a variance to allow the barn and shed to encroach into the right-of-way. Motion was seconded. Upon further discussion, John Donnelly moved to amend motion to approve the plat to allow the right-of-way to be reduced to the closest edge of the barn so that the structures do not encroach into the right-of-way. Motion to amend was seconded and approved unanimously with Chairman Wright abstaining. Amended motion was approved unanimously with Chairman Wright abstaining.

B. RAYMOND AND SHANNON KEEFE DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This final plat contains 2 lots on 3.37 acres on Buck Mountain Road, from Parcel 049.00 on Map 042. There is a 6 inch waterline along Buck Mountain Road. Lot 1 contains a house, pool, and garage as well as a shed and carport. The shed and carport do not comply with the setbacks. Lot 2 will contain an existing dog kennel. John Donnelly moved to approve with a variance for the encroaching structures. Motion was seconded and approved unanimously with Chairman Wright abstaining.

C. BRENDA FOWLER DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This final plat creates 2 lots on 4.22 acres at the intersection on Slim Bray Road, from Parcel 104.07 on Map 084. The waterline is a 3 inch line along Slim Bray Road. This is a flag lot with 25 feet of road frontage. They are getting 25 feet of road frontage from the lot fronting on Slim Bray Road (Map 084, parcel 101.00). This will require a variance from the flag lot length maximum of 300 feet, a variance from the maximum number of flag lots allowed in a subdivision (which is 10%), and since they are taking a portion of Parcel 101.00 for frontage, it will need a variance on setbacks for a shed and metal building. The plat needs the following note: "Any new construction or additions to any current structures or any replacements of a depicted structure encroaching on setback requirements must abide by current setbacks." Mike Atwood moved to approve the plat subject to the soils being approved with a variance for the flag lot length, a variance for the number of flag lots, and a variance on Parcel 101.00 for the structures encroaching in the setbacks. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS**A. Joe Mocerri discussion**

Joe Mocerri wants to discuss subdividing off one lot for his daughter from his farm at 3125 Fowler Montgomery Road, specifically Tax Map 084, Parcel 061.04. The farm is accessed off of an easement. Fowler Montgomery Road is a county road but the county portion stops 400 to 500 feet from his farm. Mr. Mocerri would like to discuss this with the Planning Commission before hiring a surveyor. The current situation is a mess, with all mailboxes currently located at end of the county maintained portion of Fowler Montgomery Road. Several properties are accessed via easements. There were some concerns with adding another property being accessed via easement. Mr. Mocerri maintains the existing easement now. Although not fiscally feasible for one lot, it was noted that the best solution is to build a road meeting County specifications to property. After much discussion, the planning commission told Mr. Mocerri that they would like to see it surveyed before taking any action, but was amenable to his request.

B. Mailbox discussion

Chairman Wright stated that he would support amending the subdivision regulations to prohibit the use of brick enclosures for mailboxes in subdivisions but would not support retroactive prohibition. There was much discussion on this topic but no action was taken.

ITEM 5: REPORT ON ADMINISTRATIVELY APPROVED PLATS---**A. Carlisle Place Phase 2 Final Plat, Whittenburg Surveying, Cookeville, TN.**

This plat is to combine Lot 4 of the Carlisle Place Subdivision with the adjoining five acre tract and to re-subdivide into two lots. Lot 4 is now 3.00 acres and Lot 9 is 2.50 acres. The re-division is of Parcels 075.00 and 075.09 on Tax Map 029. Both lots have frontage on Carlisle Road and are served by a 6 inch water line. Carlisle Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 12/7/2015.

ITEM 6: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15.

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

ITEM 7: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15.

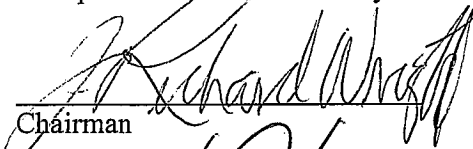
ITEM 8: OTHER BUSINESS

- Staff Report from Patrick Rinks--None
- Staff Report from Kevin Rush—Next month we may do a training session.
- Other matters if necessary

ITEM 9: ADJOURN

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, April 5, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman


Secretary


Date


Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
FEBRUARY 2, 2016**

The Putnam County Regional Planning Commission met at 6:00 p.m. on Tuesday, February 2, 2016 in the conference room of the Putnam County Courthouse at 300 E. Spring Street in Cookeville. Members present were Chairman Richard Wright, Secretary Mike Atwood, John Donnelly, Ronnie Lafever, Jere Mason, Dale Moss, and Phil Wilbourn. Kay Detwiler and Jim Martin were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Taylor Dillehay, Charles Whittenburg, Gary Hendrick, Scott Nicholson, William (Bill) Bennett, Chris Vick, and Lindsay McReynolds. County Executive Randy Porter was present for a portion of the meeting.

Chairman Wright called the meeting to order at 6:00 PM.

ITEM 1: APPROVE THE FEBRUARY 2, 2016 AGENDA.

The agenda for the February 2, 2016 meeting was approved by mutual consent.

ITEM 2: APPROVE THE MINUTES FOR DECEMBER 1, 2015 MEETING.

John Donnelly made a motion to approve the December 1, 2015 Minutes as written. Motion was seconded and approved unanimously with Chairman Wright abstaining. The Planning Commission did not meet during the month of January, 2016.

ITEM 3: SUBDIVISION PLATS

A. OAKWOOD EAST SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN

This final plat contains 6 lots on 4.79 acres at the intersection of Baxter Road and Maxwell Landing, from Parcel 034.00 on Map 086. The waterlines are a 6 inch line along Maxwell Landing and a 30 inch on Baxter Road. There is an existing hydrant on the corner. This will make Lot 1 approximately 600 feet from the hydrant. Lot 2 will be 500 feet from the hydrant. The preliminary plat was approved subject to the additional hydrant being added, and the rear setback being shown. John Donnelly moved to approve the final plat subject to signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining. [Hydrant has been installed and all lots now within the required 500 feet of a hydrant.]

B. OAKWOOD NORTH SUBDIVISION FINAL PLAT, VICK SURVEYING, COOKEVILLE, TN.

This final plat contains 6 lots on 3.29 acres at the intersection of Baxter Road and Maxwell Landing, from Parcel 034.00 on Map 086. The waterlines are a 6 inch line on Maxwell Landing and a 30 inch on Baxter Road. There is an existing hydrant on the corner. All lots are within the required 500 feet of a hydrant. Maxwell Landing Road is classified as a local street and the appropriate right-of-way was shown on the plat. Baxter Road is classified as a collector and the appropriate right-of-way was not shown on the plat. It was shown as 25 feet instead of the required 30 feet. No variances are required. John Donnelly moved to approve the final plat with the addition of the County Engineer's certificate and subject to signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining. [Plat right-of-way was corrected to 30 feet.]

C. EDNA SCHOPIERAY DIVISION FINAL PLAT, WHITTENBURG SURVEYING, COOKEVILLE, TN.

This final plat contains 2 lots on 1.28 acres on Burgess Falls Road, from Parcel 071.00 on Map 087J, Group B. There is a 6 inch waterline on Burgess Falls Road. Burgess Falls Road is classified as an arterial street and the appropriate right-of-way was shown on the plat. There are two existing houses, with one on each lot. The houses comply with the setbacks but there are accessory structures on each lot that do not. The shed on Lot 1 is to be removed. The plat needs the following note: "Any new construction or additions to any current structures or any

replacements of a depicted structure encroaching on setback requirements must abide by current setbacks." John Donnelly moved to approve the final plat with a variance for the setback encroachments by the garage and greenhouse subject to the note being added to the plat and signatures. Motion was seconded and approved unanimously with Chairman Wright abstaining.

ITEM 4: DISCUSSION ITEMS

A. Bill Bennett

Bill Bennett, former Chairman of the Planning Commission, requested to be put on the Agenda to discuss several items. Bill Bennett said he's noticed some mailboxes constructed of brick and are placed so close to the edge of Ditty Road that it makes it difficult for two vehicles to pass without hitting each other or the mailboxes on that road.

The United States Postal Service website says mailboxes should be positioned 41 inches to 45 inches above ground level and six to eight inches back from the curb. The best mailbox supports are stable but bend or fall away if a car hits them. The Federal Highway Administration recommends a four-by-four-inch wooden support or a two-inch diameter standard steel or aluminum pipe buried no more than 24 inches deep. The FHA recommends avoiding unyielding and potentially dangerous supports like heavy metal pipes, concrete posts and farm equipment such as cans filled with concrete. Planning Director Rush stated that he talked to the Post Master and they tell the owner the general location for mailboxes, specifically which side of the street the mailbox is to be on.

Planning Director Rush said we have to look into whether or not the county has the authority to regulate that. Randy Porter is going to discuss with the County Attorney.

Bill Bennett also told the Planning Commission that they really needed to start thinking about an east-west connector in light of the higher density of houses and the recent increase of industry south of the interstate, such as Academy Sports + Outdoors distribution center and FICOSA. Mr. Bennett stated it could take 15-20 years for such a connector road to be completed and we need to plan for it now.

Planning Director Rush said he would bring Bennett's suggestion to the next meeting of the Rural Transportation Planning Organization, which meets a few times a year to make recommendations to the Tennessee Department of Transportation on transportation projects in the counties of Putnam, White, Cannon, Warren, Cumberland, DeKalb and Van Buren.

Also discussed water utility district upgrades and low water pressures in the County.

B. Scott Nicholson

Scott Nicholson is the engineer for a proposed 8 lots on east side of road and 14-16 lots on west side off of Dyer Lane which is off of White Cemetery Road. Problems will be 12' wide Dyer Lane and water supply for fire protection. He wanted to be on the Agenda for the February meeting to discuss prior to Developer investing a lot of money. The Planning Commission stated that with the current width, the proposed subdivision would be much too large and would be a safety issue. The county road would need to be widened within the existing 28' right-of-way or could require additional right-of-way and road widening for approximately 700 feet. The County might upgrade but not likely any time soon. Recommended get with Randy Jones to see how much right-of-way needed. Would require approximately 1500 feet of 6" water line. The developer would need to work out the improvements with the County Highway Department to determine the acceptable improvements.

ITEM 5: REPORT ON ADMINISTRATIVELY APPROVED PLATS---

A. Carlisle Place Phase 2 Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to combine Lot 4 of the Carlisle Place Subdivision with the adjoining five acre tract and to re-subdivide into two lots. Lot 4 is now 3.00 acres and Lot 9 is 2.50 acres. The re-division is of Parcels 075.00 and 075.09 on Tax Map 029. Both lots have frontage on Carlisle Road and are served by a 6 inch water line. Carlisle Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 12/7/2015.

B. Andy Wilson Line Adjustment Final Plat, Clinton Surveying, Cookeville, TN.

This plat is to create a 0.761 acre lot on Baker Mountain Road from Parcel 006.10 on Tax Map 107 with the remainder being added to Parcel 006.01 on Tax Map 107. Baker Mountain Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/6/2016.

C. Larry and Connie Whitsell Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to create one 1.51 acre lot on Lance Drive from Parcel 012.01 on Tax Map 055 with the remainder being more than five acres. There is a six inch water line on Lance Drive. Lance Drive is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/19/2016.

D. Burchett and Cuthbertson Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to create two lots on Plunk Whitson Road Parcels 113.00, 113.01, and 113.02 on Tax Map 038. There is an 8 inch water line on Plunk Whitson Road. Plunk Whitson Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/19/2016.

E. Trentle Division Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to create one 3.33 acre lot on Bunker Hill Road from Parcel 046.02 on Tax Map 095. There is a 4 inch water line on Bunker Hill Road. Bunker Hill Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/19/2016.

F. Redivision of Lots 35 & 46 Silver Ridge Estates Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to add additional property to Lots 35 and 46 of Silver Ridge Estates with the remainder being more than five acres. Lot 46 (Parcel 009.25, Tax Map 088) will be increased from 4.48 acres to 4.64 acres. Lot 35 (Parcel 009.24, Tax Map 088) will be increased from 3.45 acres to 7.44 acres. There is a six inch water line on Pete Carr Ridge Road. Pete Carr Ridge Road is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/19/2016.

G. J Kathy Pippin Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to create one 1.21 acre lot on Gainesboro Highway from Parcel 064.00 on Tax Map 047 with the remainder being more than five acres. There is a four inch water line on Gainesboro Highway. Gainesboro Highway is classified as an arterial street and the appropriate right-of-way was shown on the plat. Soil work was completed and approved by TDEC. Staff recognized no deficiencies on the plat and granted administrative approval 1/19/2016.

H. Mark Martin Property Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to create two (2) one acre lots on Landscape Road from Parcel 045.00 on Tax Map 064 with the remainder being more than five acres. There is a four inch water line on Landscape

Road. Landscape Road is classified as a local street and the appropriate right-of-way was shown on the plat. Soil work was completed and approved by TDEC. Staff recognized no deficiencies on the plat and granted administrative approval 1/22/2016.

I. Dyer Chaffin Combination Final Plat, Whittenburg Surveying, Cookeville, TN.

This plat is to combine a portion of Lot 14 into Lot 13 and the remainder into Lot 15 in the Holly Springs Subdivision on Foster Circle. This encompasses Parcels 013.00, 014.00, and 015.00 on Tax Map 028F, Group A. There is a six inch water line on Foster Circle. Foster Circle is classified as a local street and the appropriate right-of-way was shown on the plat. Staff recognized no deficiencies on the plat and granted administrative approval 1/26/2016.

ITEM 6: REVIEW OF PRELIMINARY PLATS PREVIOUSLY APPROVED

Rivergate Subdivision – Chris Vick Surveying. Conditional preliminary approval 9/2/14.

Redivision of Lots 4 & 5 Beckner Estates—Jim Helton, Surveyor. Conditional preliminary approval 12/2/14.

Christopher Division Preliminary Plat, Chris Vick Surveying. Conditional preliminary approval 6/2/15.

Oakwood East Subdivision, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

Southern Hills Village Phase IV, Whittenburg Surveying. Conditional preliminary approval 9/1/2015

Oakwood North Subdivision Preliminary Plat, Vick Surveying, Cookeville, TN. Conditional preliminary approval 12/1/2015

ITEM 7: OUTSTANDING LETTERS OF CREDIT

Hensley Plantation Phase 2 – \$40,000 Certified Check--- Final Plat approval 10/6/15.

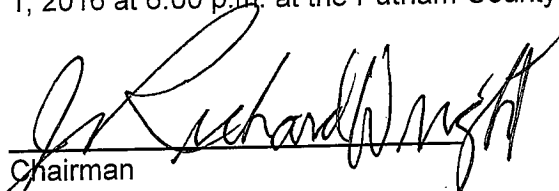
ITEM 8: OTHER BUSINESS

- Staff Report from Patrick Rinks—None.
- Staff Report from Kevin Rush—None.
- Other matters if necessary—None.

ITEM 9: ADJOURN

With no further business to discuss, the meeting was adjourned by mutual consent.

The next meeting of the Putnam County Regional Planning Commission will be held on Tuesday, March 1, 2016 at 6:00 p.m. at the Putnam County Courthouse conference room.


Chairman

2016-03-01
Date


Secretary

3-1-16
Date

The Putnam County Planning Commission did not meet during the month of January, 2016 due to lack of business.